



Topsfield Finance Committee
Minutes to the Meetings
February 27, 2012

I. Call to Order: Mark Lyons, Chairman, called the meeting to order at 7:00 PM, with Heidi Bond, Paul Dierze. Karen Dow, Kathryn Hartmann, Stephen Lais and Daniel Shugrue present. Also in attendance were Chair of the Board of Selectmen Laura Powers, Selectman Ken Vogel, Town Administrator Ginna Wilder, Director of Library Dana Mastroianni, and Library Trustees Jennifer Baker, Audrey Iarocci, and Mike Massaro. Selectman Richard Gandt joined the meeting at 7:06 PM. Chair of the Elementary School Committee Jeanine Cunniff joined the meeting at 7:11 PM. Inspector of Buildings Glenn Clohecyc joined the meeting at 7:41 PM. Superintendent of Schools Darrell Lockwood and Masconomet School Committee Member John Spencer joined the meeting at 7:49 PM. Masconomet Chief Financial Officer Susan Givens joined the meeting at 7:52 PM. Masconomet School Committee Member Elizabeth Dierze joined the meeting at 7:59 PM. Fire Chief Ronald P. Giovannacci joined the meeting at 8:20 PM.

II. Minutes: A motion to accept the February 13, 2012, minutes was made by Stephen Lais, seconded by Heidi Bond, voted in favor 5-0-1, with Kathryn Hartmann abstaining. A motion to accept the February 16, 2012, minutes as amended was made by Stephen Lais, seconded by Paul Dierze, voted in favor 6-0.

III. FY2013 Department Budget Presentations:

- i. Library, Director of the Library Dana Mastroianni and Library Trustees Jennifer Baker, Audrey Iarocci, Mike Massaro, 7:05 PM**
- ii. Inspectional Services, Inspector of Buildings Glenn Clohecyc, 7:43 PM**
- iii. Masconomet, Superintendent of Schools Darrell Lockwood, Masconomet Chief Financial Officer Susan Givens, Masconomet School Committee Members Elizabeth Dierze and John Spencer, 8:00 PM**
- iv. Fire, Chief Ronald P. Giovannacci, 8:25 PM**

During the Department Budget presentations the discussion included the pressing need for a Library facilities maintenance position and the importance of fire vehicle maintenance and replacements. In addition, the final Masconomet budget will be released after their March 14, 2012 meeting. While there is no substantial change to level services, additional expenses will come from the special education program and a new technology coordinator position.

IV. Upcoming Meeting Schedule:

The Finance Committee will hold meetings on March 5, 2012, March 12, 2012, March 19, 2012, and March 26, 2012. The Elementary Schools will tentatively

present their budget at 8 PM on March 5, 2012. The public Budget Forum Meeting will occur on March 21, 2012.

V. Budget Approval Process: The Finance Committee now enters the approval phase of the budget process, with a new version of the FY2013 Modeling Document divided into base budgets, “Attachment A” items, essential unfunded items, warrant articles, and base budget items that should be in a different category. The Finance Committee will proceed with initial budget approvals, balancing the budget, and final budget approvals.

VI. Adjourn: A motion was made by Stephen Lais to adjourn at 9:00 PM, seconded by Paul Dierze. Voted in favor 6-0.

Respectfully submitted,
Lexie Winslow

Attachments:

a) FY2013 Department Budgets